



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

March 27, 2014

Victoria Benhart
630 So. Broadway
Manly, IA 50456

Dear Child Care Provider,

This letter is in regards to the March 26, 2014 compliance check of your Level C, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

- ☐ 110.5(1)e All accessible electrical outlets are safely capped. (some need caps, most are not accessible to kids)
- ☐ 110.5(1)j Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits. (post one by the secondary exit)
- ☐ 110.5(1)k Fire and tornado drills are practiced monthly and documentation kept. (practice monthly, but needs to document)
- ☐ 110.5(1)o Nonsmoking signs posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone # for reporting complaints, and www.iowasmokefreeair.gov. (need to put one on their van)
- ☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years. (7 household members. Health statements need to be renewed 9/14)
- ☐ 110.5(2)c A completed DHS Criminal History Record Check, form B, 595-1396 (It was completed, just needs to be located. Has taken CPR and First Aid training. Needs to renew 9/14)
- ☐ 110.5(2)c A completed Request for Child Abuse Information, form 470-0643
- ☐ 110.5(2)c A physician's signed statement of health and immunization status at the time of employment and at least every two years thereafter.
- ☐ 110.5(2)c Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years. (Needs to take the training.)

☐ 110.10(2)c Has a child development associate degree or any two-or four-year degree in a child related field and four years of experience as a registered or nonregistered child care provider.
(Vicki-4 year degree in forestry)

☐ 110.10(2)(b)c Has a child development associate credential or any two or four-year degree in a child related field and one year of experience as a registered or nonregistered child care provider.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.**

Cap electrical outlets, pea rock fall surfacing, document fire/tornado drills, post emergency disaster plans by 2nd exit, non smoking sign on van, health statements for all household members. Keith's CPR – renew in 2014. Locate criminal/child abuse history check for Stephanie, mandatory child abuse reporter training for Stephanie.

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 641-421-1219 if you have any questions regarding this letter.

Sincerely,

Amanda Nash
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 641-424-9559.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).